

DRAFT MINUTES

Minutes of the meeting of Borough Green Parish Council held at 7.45p.m. on Monday 27 July 2009 in The Annexe to the Church of the Good Shepherd.

Present: Cllr S Perry(Chairman), Cllrs. J Bailey, Mrs E Howden, Mrs J Lucas, Mrs V McWilliam, Mrs S Murray, T Shaw, M Taylor, C Willsher
Apologies: Cllrs Mrs B Woodhams (holiday), M Yianni (holiday), T&MBCllr D Evans
There were no members of the public in attendance

Action

Declarations of Interest In the course of normal business being conducted and in particular, in connection with Planning and proposed Planning items, all Councillors confirmed that that they are open-minded and that any comments they make are done so without bias, pre-disposition or pre-determination, irrespective of personal comments made outside the meeting. Councillors will take into account any relevant information put before them and not rule out any factors before reaching a final decision

61. **Minutes** of the meeting 6 July 2009 were signed as a true record.
There was some discussion about the procedure and status of 'draft minutes'. Chairman clarified process and advised that BGPC minutes cannot be formally approved until the following PC meeting. Agreed.
Acceptable protocol for exchange of e-mails was also agreed: if copying dialogues to other councillors the 'cc' facility will be used + thoughtful use re the amount/necessity of e-mails will be observed. All
62. **Matters Arising**
44.23.7 KHS advised that the replacement bollard j/o Fairfield Rd/A227 has been ordered.
44.32 CCTV – 2no signed copies of the Agreement were received from the Police.
44.37 P Mede car park – A recent press report was noted.
45. TM/09/1246 17 Stone Court – All Cllrs had received copies of the PC's response.
45. TM/09/1402 Residential development 21 High St. All Cllrs had received copies of the PC's response. Cllr Willsher was thanked for his work in preparing the response.
45. TM/09/1403 Extension 21 High St. There were no observations.
45. TM/09/1550 9 Western Rd. – Chairman explained reasons for current BGPC policy to use the comment 'no observations' rather than 'support' or 'no objections' with respect to planning consultations. After discussion, agreed: no change in policy although it is accepted that there may be occasions when exceptions will be made based on individual merits.
45. TM/09/3715 + T&MBCllr D Evans report (iv) Borough Green Quarry, Wrotham Rd – Chairman advised that he did not receive any comments from Councillors. There is concern about glass being used as infill at this site + apparent ineffectiveness of wheel-washing facility: these concerns will be raised with KCC.
No information received about the incorrect location of the 'Private Road' signage.
46. KCC grant for speed monitor – Chairman has discussed this with KCCllr Mrs Dagger and application forms have been received.
63. **Planning Matters**
TM/09/1765 Removal of conditions to allow goods vehicles to be in operation on an unrestricted basis – Hornet Business Estate, Quarry Hill Road. After discussion agreed observations: 1. Means of access to the site via the haul road relates only to Hornet HGV traffic, other vehicles have no right of use until such time as it is adopted. 2. Hours of goods vehicle operation should be restricted to: 06.00 - 18.00 Mon. – Fri., 07.00 - 13.00 Saturdays and no Sunday & Bank holiday HGV traffic due to close proximity of dwellings at the southern end of Staleys Road and Conyerd Road and future residential development on IQW as stated in the LDF.
TM/09/1767 Demolition of extensions and construction of new 2-storey side extension – 80 Maidstone Road. No observations.
TM/09/1773 Ground floor extension + rear roof extension & conversion – 9 Mountfield.
Objection: Out-of-keeping with neighbouring properties.
Decisions
TM/09/1240 Dormer – 24 Crow Hill. Permission granted.

There was some discussion about uncontrolled dust from the Cemex site and T&MBC's response. Chairman reported and advised that he and T&MBCllr D Evans are continuing to discuss air quality with T&MBC.

64. **Correspondence**

Noted:

Dept of Transport	Stopping-up of highway, Red Lion - Order granted
KALC	Minutes mtg 18 June 2009 (Copy to Cllr Perry)
T&M Community Safety Ptnrship	Newsletter Summer 2009 (copies to all Cllrs)
Action with Communities in Rural Kent	Annual mtg Ashford 1/9/09 + Summer magazine
English Rural Hsg Assn	Newsletter Summer 2009
Kent Police	Newsletter 'Plans for 2009-2012'
Kent Police	Neighbourhood Watch leaflet (copies to all Cllrs)
Kent Film Office	'Restoration Home' film project (copies to all Cllrs)
Applause Rural Touring	Spring 2010 Menu
Quintain Young Explorers	Thanks for donation + photographs
T&MBC	Closure of Western Rd car park for resurfacing: 3-4 days commencing 3/8/09
KCC	'Explore Kent' Interactive database of guided walks. Walks for inclusion to be sent to sarah.thomas2@kent.gov.uk
T&MBC	Possible need to relocate the recycling banks (copies to all Cllrs)

KHS Parish Portal 'Acceptance Test' training days: 2nd, 3rd or 4th Sept. (copies to all Cllrs)
Chairman and Vice-Chairman will attend.

T&MBC Air quality & USA 2009 Report (copies to all Cllrs). Chairman commented on recent press reports. Chairman and T&MBCllr D Evans are continuing to liaise with T&MBC.

dha planning consultants Notice of local exhibition re proposed residential development at Isles Quarry 30 July 2009 4pm – 9.30pm Church Hall, Quarry Hill Road (copies to all Cllrs). Prior to the PC meeting Cllrs. met with representatives of the developers and the consultants. There was considerable discussion about the information they had received plus some consideration of the possible future management of Open Space land within the site. There is concern about the increase in the number of proposed dwellings. Chairman will liaise with the developer to try and arrange for councillors to visit one of their sites already built. He will also extend BGPC thanks to the attendees for briefing the council in advance of the public exhibition.

SP/SM
SP

All

SP

65. **Memorial Pavilion**

Building work has commenced: Chairman gave a progress report and summarised revisions to the contract. It was particularly noted that the requirements of BGJFC have been incorporated and that a door on the face of the building, rather than at the end, will be cost-saving and aesthetically more pleasing. Planning permission is not required. The revisions have been incorporated within the accepted tender figure. It was also noted that refurbishment of the existing clock rather than replacement is cost prohibitive. It is thought that alongside the pavilion may be a suitable location for a floral display next year as requested by RAFA to commemorate the 70th anniversary of the Battle of Britain. For consideration at the next meeting.

66. **Potters Mede Pavilion**

All Cllrs had received copies of an update from the Steering Group. There had been a very useful meeting with the Funding Buddy but, unfortunately, Football Foundation funding will not be available although they have provided very helpful information regarding the project. It will be necessary to have an Agronomist's report on the enhancement of pitch quality. Cllr Willsher proposed that a £1,000 KCC Member's grant application be made in this connection. Seconded by Cllr Mrs Murray. Agreed. Cllrs Willsher and Bailey will progress the application through the Clerk and will oversee this aspect of the project. After discussion it was agreed that the Planning application will be for the full Potters Mede building project although, initially, it will now only be possible to proceed with Development Plan B: 2x pitches of good quality with a rectangular pavilion housing 2 changing rooms plus team bags and general storage areas, officials' facilities, externally accessible multi-use toilet and clubroom with kitchen facilities opening onto the hardstanding and the field. It was confirmed that the planned prefabricated building is the most affordable for BGPC. The tendering procedure was discussed and the likely need for professional supervision of the contract. Cllr Mrs McWilliam is continuing to progress the final specification and will provide the Clerk with details of 3no prospective tenderers for approval by the insurers. Agreed that Cllr Mrs Howden will join the Steering Group.

CW/JB

VMcW

EH

67. **Grounds Maintenance**
 Cllr Willsher will liaise with the grounds maintenance staff to put in supporting posts for ivy-clad dead hedge on the west boundary. Staff will be instructed to carry out maintenance work around the pavilion, particularly to steps.
 Agreed that no action will be taken at present re fence between Potters Mede and the adjacent bungalow.
 Cllrs Willsher and Taylor are progressing staff schedules of work. CW
 CW/MT
68. **Football at the Recreation Ground**
 It was clarified that Junior footballers are up to the age of 18yrs and thus it is acceptable that senior-size posts may be used.
69. **Street Lighting**
 Service supply/connection costs are still awaited for the possible additional column(s) in Station Road.
 All Cllrs had received copies of a report on faulty street lighting columns from Cllr Taylor. Further information is awaited from SEC. The contractor has completed the initial inspection of all BGPC columns (copy to Cllr Willsher) and test certificates have been received.
70. **Footpaths**
 The Community Warden would like to undertake a community 'Safer Ways' project with local young people to cut back/clear FP A25/BGVH. As KHS have already agreed to maintain the surface of this path but not the plantings to the sides, this additional work by volunteers is welcomed. Agreed that Cllr Taylor will also liaise with the Community Warden to consider a similar project FP A25/Crowhill. MT
71. **X11 Bus Service**
 It is hoped that the new 2hrly/24hrs bus service Gatwick to Chatham will stop in Borough Green. Chairman was thanked for negotiating this arrangement. There was some discussion about the no 70 bus service route.
72. **Written reports from County and Borough Councillors, and Parish Councillors who sit as representatives on local organisations**
 None
73. **Cheques for Signature**
Auto-Pay
 £755.56 R Springett - Asst. Groundsman 1/7 - 31/7/09
 £1241.99 H Damiral - Clerk July 2009
 £541.70 W Austin - Caretaker/Groundsman 1/7 – 31/7/09
 £541.26 KCC – Superannuation July 2009
 £60.00 J Stephens – Websites maintenance July 2009
 £56.00 T&MBC – Rates, Memorial Pavilion August 2009
 £2236.12 Southern Electric Contracting – St lighting maintenance April – June 2009 + electrical testing of all columns
 £34.71 Southern Electric Contracting – Repair, st light Staleys Rd/Rock Rd footpath
 £21.10 Cash – reimbursement materials: Grounds maintenance, Potters Mede
 Proposed by Cllr Willsher, seconded by Cllr Mrs McWilliam that the above payments be made. Agreed.
74. **Standing Orders**
 NALC Have Model SOs but some amendments are being made. Agreed to await final Model from KALC. Cllr Willsher will now progress. CW
75. **Regional Spatial Strategy for the SE: Provision for Gypsies, Travellers & Travelling Showpeople**
 Following receipt of a copy of Cllr Taylor's personal response, Cllrs will liaise to consider whether a BGPC response will be made. MT
 All

76. **Traffic & Speeding**
Chairman reported on his recent meeting with KC Cllr Mrs Dagger. He is considering equipment requirements and the need for a grant application. For further consideration at the next meeting.
The Police are undertaking speed checks on the A227.
Copy correspondence between Cllr Taylor and The Rt. Hon. Sir John Stanley MP was noted
77. **Proposed Railhead**
No further information.
78. There were no matters for discussion in committee.

SP

DRAFT